

DRAFT MINUTES OF THE November 18, 2015, QUARTERLY BOARD MEETING

The Smoky Mountains Area Workforce Board met on Wednesday, November 18, 2015, at 9:00 a.m. in the Foundation Room at Walters State Community College in Morristown, TN. Attendance was as follows:

PRESENT

Ms. Ann Bowen
Mr. Will Bunch
Mr. Chris Griffey
Ms. Traci Ellenberg
Ms. Darlene Ely
Ms. Elaine Ely
Mr. Michael Fishman
Ms. Sheri Frost
Mr. George Haggard
Ms. Sheila Harris
Mr. Jonathan Jones
Ms. Susan Luker
Ms. Daronda Patterson
Mr. Jerry Patton
Mr. David Popiel
Mr. Jerry Sexton

REPRESENTED BY PROXY

Ms. Carole Harwood(David Popiel)
Dr. Wade McCamey(Dr. Rosemary Jackson)
Mr. Noah Roark(Nancy Brown)

ABSENT

Mr. Andrew Duncan
Mr. Darrell Helton
Mr. Mike Satterfield
Mr. Rick Keck

Mayors: Mayor Bill Brittain, Mayor Crystal Ottinger, and Mayor Alan Palmieri.

Staff: Ms. Mary Beth Brady, Dr. Nancy Brown, Ms. Barbara Byard, Ms. Connie Lichlyter, Ms. Debbie Johnson, Ms. Krystal Johnston, Mr. Victor Oakley, Ms. Melissa Reynolds, Ms. Donna Stansberry, Ms. Terry Trivette, Ms. Fran Valentine, Mr. Bobby Williams.

Guests: Mr. Iliff McMahan, and Mr. Dan Kearney.

Mr. David Popiel, Chair, called the meeting to order at 9:00 a.m. Mr. Popiel welcomed board members and guests. Dr. Nancy Brown, Dean of Workforce Development, called the roll, and a quorum was declared.

Mr. Popiel directed the board members' attention to consent agenda items.

BOARD CONSENT AGENDA ITEMS

- A. Minutes of the June 10, 2015, Meeting

- B. Career Center Activity Report
- C. Incumbent Worker Training Report
- D. On-the-Job Training Report
- E. Rapid Response Report
- F. Quarterly Performance Report
- G. Re-Employment and Eligibility Assessment (RESEA) Report

Mr. George Haggard made a motion, seconded by Ms. Elaine Ely, to approve the consent agenda. The motion carried.

Ms. Barbara Byard reviewed the fiscal report and budget. She stated that we have received FY' 16 funding that is included in the budget. She also pointed out that there are three small line items in the budget including funds for Incumbent Worker Training (\$75,000), RESEA (\$72,070) and Youth Work Experience (\$6,634).

OLD BUSINESS

None

NEW BUSINESS

Dr. Nancy Brown explained that WIOA bylaws were basically revised based on WIA bylaws, and the revision includes a lot of wording from the new WIOA Act. Other than those changes in the bylaws, there are no other significant differences. She added that the state recently notified the staff that guidance regarding bylaws would be issued sometimes in December, and that we would most likely have to regard these bylaws as interim. Mr. Popiel asked for a motion to approve the bylaws without a second reading. Mr. Jerry Sexton made a motion to approve the bylaws as written, seconded by Ms. Darlene Ely. The motion carried.

Dr. Brown addressed the agreement between the Smoky Mountains Area Workforce Board, Consortium of Local Officials and Walters State Community College, the fiscal agent. The agreement includes very little change from the previous agreement, but it could be affected by guidance from the state and from federal regulations that are expected in the spring. Mr. Michael Fishman made a motion, seconded by Mr. Chris Griffey, to approve the agreement. The Motion carried.

Dr. Brown explained that the policies were divided into administrative, board and youth categories. The staff reviewed every policy since the year 2000 to decide if it needed updating or whether we needed a new policy. Some policies were consolidated into bylaws. Mr. Haggard

made a motion to approve the policies as recommended by the Board Operations Taskforce, seconded by Ms. Elaine Ely. The motion carried.

Dr. Brown said that some policies had not been updated, especially youth policies, as well as others, that may need revision based on state and federal guidance. Mr. Popiel asked for a motion to allow the staff to continue operating under current policies. Mr. Fishman made a motion to allow staff to continue operating under current policies, seconded by Ms. Ann Bowen. The motion carried.

On behalf of the Training and Workforce Development Committee, Ms. Daronda Patterson, Committee Chair, made a motion to approve new training programs including Early Childhood Education, Advanced EMT, Clinical Medical Assistant (Workforce Training), and Patient Care Tech/Assistant (Workforce Training) at WSCC. Pipe Fitting and Plumbing at TCAT Morristown was included in the motion. She noted that a ECG/EKG Technician (Workforce Training) program at WSCC was tabled until a clarification in the application was made. Mr. Fishman seconded her motion, and the motion carried.

Ms. Patterson also said that the WIOA law requires each Workforce Board to review and recertify all of the area's providers and their programs, per TEGL 41-14, by December 31, 2015, or these providers and programs will not be eligible to receive WIOA funding for training WIOA participants in 2016. The Training and Workforce Development Committee reviewed these providers and programs. Ms. Patterson made a motion on behalf of the committee, seconded by Mr. Sexton, to recertify all programs and providers for two years. The motion carried.

Mr. Popiel asked members to review the board calendar found in the WIB book. He then asked for a motion to approve the calendar. Mr. Jerry Patton made a motion, seconded by Mr. Bunch. The motion carried.

GENERAL ANNOUNCEMENTS

Mr. Popiel reminded members that the next WIB meeting is scheduled for January 27, 2016, and that, if the college closes for inclement weather, the meeting will be postponed for one week. If the college is closed on that date, the Executive Committee will meet via conference call and act for the board.

ADJOURNMENT

There being no further business, Mr. Haggard made a motion, seconded by Mr. Bunch, to adjourn the meeting at 9:30 a.m. The motion carried.